



REPORT.

To His Excellency the Governor in Council.

MAY IT PLEASE YOUR EXCELLENCY—

As Public Service Commissioner for the State of Victoria, I have the honour to submit my Annual Report for the year 1917.

AUSTRALIAN IMPERIAL FORCE.

The undermentioned officers have been killed in action or have died of wounds since the commencement of the War, up to the 31st May, 1918 :—

Department of Chief Secretary.

Bailey, F.	Douglas, J. A.	Landsell, H. W.	Northill, T. J.
Catron, W. G. J.	Figgis, S. D. J.	Latimer, G. E.	Phillips, C. W.
Clements, C. E.	Hogarth, E. G.	McCrickard, R. F.	Slattery, L. V.
Desmond, R. D.			

Department of Treasurer.

Buekley, H. C.	Jennings, W. H.	Rapley, G. V.	Semmens, H. J.
Heritage, J. A. G.			

Department of Public Instruction (exclusive of State School Teachers).

Fairlie, E. R.	Liston, R. B.	Rodda, E. E.	Swinburne, H. L.
Holmes, E. C.	Martin, J. H.	Smith, E. A.	Wilcock, A.
Liddelow, A.	Nicholas, G. M.		

Department of Law.

Annear, P. D.	Grant, G. M.	Mitchell, C. S.	Saunders, G. W.
Aram, J. T.	Groves, K. L.	Morris, H. C.	Simpson, F. N.
Barber, S. F.	Hutcheson, W. T.	McWhinney, N. B.	Thomson, J.
Doolan, W. R.	Merralls, A. D.	O'Sullivan, P. J.	White, C. M.

Department of Lands and Survey.

Allen, G.	Bloré, G. T.	Dewsnap, C.	Jaguers, J. D.
Barnard, N. F. W.	Boyd, H. W.	Evans, F. A.	Rutherford, H.
Bell, C. M.	Bugg, A. W.	Gibbs, B. O. T.	Williamson, J. C.
Berry, R. H.	Cornack, J. P.	Greene, J. T.	Wilson, H. R.
Blair, T. H.	Currie, H. R.	Hubble, E. J.	

Department of Public Works.

Douglas, J. A.	Fulton, J. A. J.	Slade, T. J.	Stonely, S. H.
Dusting, L. A.	Pritchard, H. R.		

Department of Mines.

Whitfield, E. P.

Department of Agriculture.

Collins, L. J.	Laycock, R. S.
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Department of State Forests.

Kerr, R. J. L.	Lindsay, R. G.
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Department of Labour.

Colwell, J.	Jack, A. J.
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I desire to express on behalf of the Service generally our heartfelt sympathy for the relatives and friends of these brave men who have given their lives for the Empire.

The following is a list of officers on the permanent staff of the Public Service (exclusive of State School Teachers in the Department of Public Instruction) who—on the 31st December, 1917—were with the Australian Imperial Force :—

Department of Chief Secretary (114).

Adey, J. K.	Dromgoole, J. F.	Lowry, E. N.	Rhodes, J.
Akeroyd, W. A.	Edwardes, Edith N.	Mahony, A. T. M.	Richardson, Ethel T.
Allchin, C. H.	Fogarty, J. M.	Makin, J. J.	Roberts, J.
Alldersea, G. J.	Fogarty, J. P.	Mallon, F.	Rowe, W. L.
Anderson, J.	Foley, T. E.	Maloney, G.	Scriven, J. E.
Anderson, W. J.	Ford, R. G.	Martin, H. J.	Selleck, F. P.
Annis, A. E.	Foster, J.	Murray, A. J.	Semmens, E. J.
Banks, D. A.	Frazer, E. L.	Myers, T.	Shaw, P.
Beckman, L. P. F.	George, E. S.	McCrickard, R. F.	Skinner, H. S.
Benwell, W. J.	Gilmour, H. M.	McDuff, E. E.	Smiley, E. J.
Billiet, F. M.	Gordon, J. F.	McEllister, J. T.	Sorrell, T. R.
Blade, R.	Grace, Isabella F.	McGrath, F. J.	Stapleton, J.
Brear, R. H.	Grendon, G. P.	McKenzie, G.	Stephens, P. J.
Brewster, W. L.	Grundy, M. W.	McKinley, E.	Stewart, C. L.
Buckley, W. F.	Harris, G.	Macmillan, A.	Stewart, F. W.
Carter, J. C.	Hill, W. J.	Nelson, V. T.	Swain, J. T.
Christensen, J. E.	Hingeley, J.	Neyland, E. C.	Tibbles, P.
Clarke, J. B.	Horsfield, W. A.	Noonan, F. W. S.	Towl, P. G.
Colvin, J. P. R.	Irons, W. H. J.	Northill, T. J.	Trickey, F. V.
Connell, R. C.	Jerram, L. R.	O'Dee, A. H. J.	Turner, A. J. J.
Connellan, T. M.	Kelly, H.	Parkes, A. E.	Tyers, Jane F.
Convy, S. B.	Kennard, A. E.	Parsons, J. P.	Usher, W. I.
Cooper, G. W.	Keys, J. C.	Perry, J. N.	Wallace, D. A.
Crawford, W.	Kilmartin, J.	Peverill, A. J. V.	Walsh, T.
Davis, J. C.	Kinsman, C. W.	Phelan, F. S.	Warren, R. F. J.
Dawson, A. L.	Laidler, W. P.	Phillips, W. J.	White, R. W.
Deacon, J. F.	Lansdell, H. W.	Prowse, F.	Whyte, J. M.
Desmond, R. D.	Leask, F. E.	Quin, R. A.	Wright, D. A. R.
Dowling, M. J.	Lee, H. H.		

Department of Treasurer (48).

Baird, C. K.	Dixon, J. B.	Holland, G. W. F.	Paine, D. D.
Baird, J. L.	Dodds, W. N.	Hutcheson, S. M.	Parker, E. A.
Batten, C. H.	Doig, A. L.	Ingle, C. A.	Phillips, R. R.
Bennett, R. F.	Dolling, W. H.	Jennings, W. H.	Pittard, E. J.
Bodycomb, J. R.	Dunstan, W. F.	Kent, J. R.	Prime, A. M.
Bruce, R. T.	Eabry, J. L.	Keys, A. E.	Pynor, E. H. C.
Buller, R. L.	Eastwood, R. A.	Lamb, J. L.	Rahilly, T. F. I.
Cathie, S. J.	Edgoose, H. H.	Lampard, A. W.	Rusden, A. S. K.
Clemens, J. H.	Evans, J. A.	Maddern, W. G. F.	Smith, R. A. W.
Collins, J. A.	Fielden, S. B.	Mann, J. R.	Tolmie, J. A.
Cooper, W. E.	Goldsbury, J. S.	McDowell, G. M.	Wheeler, H.
Davies, F. J.	Heskett, R. W.	Paice, G. C. M.	Williams, D. E.

Department of Public Instruction (48).

Anderson, W. W.	Ferguson, N. H.	Lunn, W. J.	Rogers, J. S.
Angwin, J. L. P.	Gale, C. C.	Morriss, F. W. C.	Rutherford, W. H.
Bacon, A. L.	Haddow, J. D.	McLaren, J. F.	Simpson, C. J.
Bateman, W. J.	Harris, G. V.	McNicoll, W. R.	Spencer, M.
Blackman, P. O.	Hart, A. C.	Nieholls, W. H.	Spencer, W. G.
Browne, G. S.	Hewett, H. A.	O'Brien, J. T.	Story, C. B. S.
Cole, H. J. R.	Higgins, T. I.	O'Collins, P. F.	Sutton, H.
Davey, J. H.	Isaac, C. E.	Parr, W. J.	Tritschler, H. J.
David, T. A.	Johnston, D. I.	Paterson, W. J.	Webster, A. B.
Deeble, A. V.	Knight, P. A. C.	Pridgeon, E. D.	Wilkin, H. V.
Dewar, E. N.	Langley, G. F.	Primrose, L. J.	Williams, L. J.
Don, W. G.	Lilburne, A. M.	Purdy, W. O.	Wilson, H. W.

Department of Law (73).

Addison, D. M.	Bieske, R. R.	Cashman, T. V.	Dimsey, E. E.
Akeroyd, G. W.	Blair, D. G.	Cashman, W.	Dixon, A. W.
Anderson, R. B.	Bock, C. J.	Chappel, G. J. J.	Duggan, D. J.
Avery, C. S.	Body, S. G. S.	Chipman, H. C.	Flanagan, M.
Baker, H. J. E.	Brown, J.	Clyne, H. M.	Forbes, L. O.
Barns, A. V.	Bush, G. H.	Cooper, H. V.	Freeman, G. R.
Beckerleg, C. R.	Camier, W. E.	Cronin, J. L.	Gardner, C. J.
Bennett, F. H.	Campbell, L. G.	Day, G. L.	Griffiths, A. G.

Department of Law—(continued.)

Groves, H. W.	Menzies, F. G.	Nunan, P. C.	Short, T. W.
Haddow, A.	Merralls, A. D.	Oakes, R. F.	Smith, F. D.
Hall, C. J. S.	Mohr, R. H.	Orr, T. A.	Smith, T. J.
Hardy, N. J.	Munro, E. F.	Pardy, M. G. F.	Strong, B. H.
Hill, A. R.	McAlister, H. M.	Pollard, J. L.	Taylor, W. H.
Hillard, R. I.	McCallum, A. D.	Power, C. S.	Tingate, A. C.
Hollow, S. H. E.	McDonald, J. C.	Rasmussen, A. E.	Tuxworth, G. L.
Jackson, H. L.	McFarlane, R. D.	Reid, W. R.	Warnock, A. E.
Knight, C. F.	McLean, C.	Richards, W.	Wood, F. A.
Laidler, G. W.	Normand, R. C.	Roberts, G. L.	Zimmer, W. H.
Mahony, J.			

Department of Lands and Survey (61).

Baird, D. A.	Gibson, N. H.	Long, W. T.	Robertson, L. G.
Bugg, E. H.	Glover, S. A.	Longton, G. E.	Russell, H.
Burge, C. C.	Graham, A. F.	Mahony, J. A.	Rutherford, H.
Carter, S. G.	Gray, H. R.	Malcolm, N. H.	Singleton, E. F. H.
Cave, H.	Gray, M. H.	Michell, H. E. H.	Somerville, W. M.
Chancellor, C. E.	Greenwood, R. R. G.	Moon, F. H. A.	Straford, V. W.
Cloke, P. J.	Griffin, G. F.	Mountjoy, F. P.	Trawin, L. E.
Crawford, W. M.	Griffiths, J. T.	Muir, W.	Tregent, D. A.
Cronin, M. A.	Hanslow, R.	McDonald, W. H. L.	Tung Wai, D. H.
Cross, A. R.	Harris, R. F. W.	Neal, R. R.	Wade, H. B.
Currie, H. R.	Howells, R. D.	Norton, H. B.	Walshe, J. J.
Currie, T. F.	Hunter, J. E.	Ohney, R. T.	Wheeler, R. H.
Dooley, J. M.	Jennings, S. T.	Pearson, O. G.	Whitfield, F. J.
Edmonds, W.	Larkin, J. V.	Pollock, C. J. E.	Whiting, H. J.
Ewart, C. M.	Leckie, P. M.	Price, G. F.	Wood, G. L.
Gibbs, B. O. T.			

Department of Public Works (35).

Brennan, M. J.	Gluth, G. G.	Masters, E.	Smart, R. A.
Bult, R. B.	Greenlees, A. M.	McLachlan, N. K.	Stephenson, J.
Cooper, E. J. J.	Hamilton, A. E.	Neeson, P. J.	Stevenson, D. S.
Cox, F. R.	Healy, T.	Nicholls, J. R.	Stirling, J. H.
Cummins, A. H.	Jensen, O. V. H.	Parr, R. F.	Symonds, H. H.
Fitzgibbon, E. F.	Kennedy, E.	Pritchard, H. R.	Urquhart, J. A.
Fraser, R. G.	Kerin, J. C.	Saudall, W. A.	Williams, J. R.
Gay, F. J.	Larkin, J. P.	Scarle, E. T.	Young, C. W.
Gladstones, V. T.	Mason, T. A.	Skelton, A.	

Department of Mines (7).

Abbott, S. B.	Hunter, S. B.	Mackenzie, D. C.	Smith, R. N. M.
Grose, W. E. C.	Mahony, D. J.	Sanders, H. T.	

Department of Public Health (6).

Adam, G. J.	Osborne, R. A.	Whitlock, J.	Yeatman, L. P.
Odgers, W. A.	Robinson, C. W.		

Department of Agriculture (16).

Baker, H. A.	Hanlon, J. W.	Neal, E. H.	Taylor, L. J.
Bennett, W. J.	Johnston, R. N.	Parratt, P. T.	Thynne, J. T.
Carmody, J.	Kendall, E. A.	Rowlands, J. D.	Tulloch, I. M.
Frazer, C. E.	McNamara, D. V.	Spittal, C. E.	Wickham, F. H.

Department of State Forests (2).

Kerr, R. J. L.	King, J. P.
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Department of Labour (8).

Corben, H. L.	Empey, V. G.	Ingham, H. A.	Newton, A.
Clarke, C. A.	Fraser, T. A.	Jones, H. J.	Weir, W. P.

Office of the Public Service Commissioner (1).

Hambly, H. A.

Department.		SUMMARY.				Number.	
Chief Secretary	111	
Treasurer	48	
Public Instruction	48	
Law	73	
Lands and Survey	61	
Public Works	35	
Mines	7	
Public Health	6	
Agriculture	16	
State Forests	2	
Labour	8	
Office of Public Service Commissioner	1	
Total ..						419	

I am pleased to report that officers of the Public Service are still enlisting.

NEW LEGISLATION.

In October last a Public Service Act was passed, making further provision for the employment in the Public Service of returned soldiers.

PUBLIC SERVICE INSPECTOR.

The Public Service Inspector, after an absence of three years on war duties in connexion with the recruiting movement and the State War Council, resumed duty on 11th February, 1918.

NEW APPOINTMENTS.

The following table shows the number of new permanent appointments made (from outside the Service) during the year 1917, also the number made in the year 1916 :—

Department.	Professional Division.		Clerical Division.		General Division.		Total.	
	'16.	'17.	'16.	'17.	'16.	'17.	'16.	'17.
Chief Secretary ..	1	1	3	17	94	115	98	133
Treasurer	10	29	20	5	30	34
Public Instruction ..	75	11	1	4	5	..	81	15
Law	7	1	13	3	20	4
Lands and Survey	3	4	11	7	14	11
Public Works	2	8	2	8
Mines	1	1	1	1	2
Public Health
Agriculture	2	2	3	2	5	4
State Forests	3	..	3	..
Labour	1	1
Total ..								
	76	12	26	59	152	141	254	212

In the Professional Division a Junior Medical Officer was appointed to the Lunacy Branch; and 11 appointments were made to fill vacancies in High Schools and Technical Schools in the Department of Public Instruction (6 of these appointments were made from outside the Service and 5 from the State School teaching staff of the Department).

The appointments to the Clerical Division were to fill vacancies in the Fifth Class.

In the General Division the following appointments were made:—Penal Warder (9); Junior Attendant, Public Library (2); Nurse and Attendant, Neglected Children and Reformatory Schools Branch (1); Shorthand Assistant (Female), Licences Reduction Board (1); Folder and Sewer, Government Printing Office (1); Chauffeur, Treasury Department (1); Garden Labourer (1) and Junior Gardener (5), in the Botanic Gardens, Melbourne; 3rd Engineer (2), Peckhand (2), Steward and Deckhand (2), and Labourer (1) in the Department of Public Works; Female Shorthand and Type Writer, Department of Agriculture (1); and Junior Messenger (11). In addition, 101 appointments were made to the Nursing Staff of the Lunacy Branch.

VACANCIES DURING 1917.

The number of vacancies which occurred during the year 1917 was 25 more than in the year 1916 :—

Department.	Vacancies in each Division during the Year 1917.			
	Professional Division.	Clerical Division.	General Division.	Total.
Chief Secretary	2	16	113	131
Treasurer	11	5	16
Public Instruction	22	1	1	24
Law	5	14	6	25
Lands and Survey	3	17	6	26
Public Works	1	1	16	18
Mines	2	1	1	4
Public Health	1	1
Agriculture	1	5	6
State Forests	5	5
Labour	1	1	2
Total	35	63	160	258

In the year 1917, 146 officers resigned, 39 were retired or superannuated, 7 were dispensed with, 1 was dismissed, 1 forfeited office, 22 died, 35 were killed in action, 2 were re-transferred to the State School teaching staff, 3 were appointed as Members of the Closer Settlement Board, 1 was transferred to the Parliamentary staff, and 1 to the Commonwealth Public Service.

PROMOTIONS DURING 1917.

The following table shows the number of promotions which took place during the year :—

Professional Division	83
General to Professional Division	1
Clerical Division—Class II. to Class I.	3
" " Class III. to Class II.	3
" " Class III. (fixed) to Class III. (unfixed)	1
" " Class IV. to Class III.	15
" " Class V. to Class IV.	19
General to Clerical Division	1
General Division	72
	198

This table does not include promotions in the Lunacy Branch.

There were 685 subdivisional promotions in the Clerical Division during the year, as compared with 767 in 1916, and 760 in 1915; and 1,116 teachers were promoted one subdivision during 1917.

The payment of increments has been authorized in all divisions of the Public Service up to the 30th June next. But officers who have been promoted to a higher class or grade since the beginning of the war have not, with the exception of three or four cases, been paid the salary of the higher office unless such salary did not exceed the sum of £204 per annum.

Section 6 of the *Public Service Act 1915* (No. 2) provides that officers promoted shall discharge the duties of the office without increase of pay until after the war, unless the Governor in Council otherwise directs. As increments, however, have been paid in all Departments of the Service, the application of the provision of section 6 is, by comparison, operating unfairly in regard to officers who have been selected and promoted to higher positions in the Service.

It is not considered desirable that the Governor in Council should exercise the power conferred by section 6 by approving generally of the payment of increased salaries to officers promoted. If that course were followed it would remove the anomaly, but it would not be consistent with the spirit of the Act.

EXAMINATIONS DURING THE YEAR 1917.

Clerical Division.

Number of Candidates examined.	Date of Examination.	Number who passed as Qualified Candidates.	Highest possible Number of Marks.	Highest Number of Marks obtained.	Name of the first in Order of Merit.
109	31st March, 1917	35	2,450	2,092	Virgil B. Gill

General Division.

Number of Candidates examined.	Date of Examination.	Number who passed as Qualified Candidates.	Highest possible Number of Marks.	Highest Number of Marks obtained.	Name of the first in Order of Merit.
45	31st March, 1917	20	600	547	Leo. J. Martin

For Licence as Shorthand Writer under the Evidence Act.

Number of Candidates Examined.	Date of Examination.	Number who passed the Examination.
7	2nd June, 1917	4
23	15th December, 1917	9

APPEALS OF TEACHERS.

Class.	MALES			FEMALES		
	Appeals, No. of.	Allowed.	Disallowed, &c.	Appeals, No. of.	Allowed.	Disallowed, &c.
<i>Summary of Appeals against the Promotion List of 15th June, 1917.</i>						
1	6	...	6
2	6	1	5
3	8	4	4	2	...	2
4	37	9	28	20	3	17
5	67	5	62	32	7	25
6	10	2	8	34	6	28
	134	21	113	88	16	72

RECLASSIFICATION OF OFFICES AND CREATION OF NEW OFFICES.

Investigations were made into the work in several of the Departments during the year on applications for creating, abolishing, raising, and lowering offices, with the result that the following changes were made, viz. :—

In the Professional Division, 47 new offices were created, and 40 were abolished.

Of the 47 new offices created, 46 were in the Department of Public Instruction, and 1 in the Department of Public Works.

Thirty-seven offices in the Department of Public Instruction, 1 in the Department of Law, and 2 in the Department of Public Works were abolished.

In the Clerical Division,

- 3 2nd class offices were created.
- 1 3rd class offices were created.
- 3 4th class offices were created.
- 23 5th class offices were created.
- 1 1st class office was abolished.
- 3 2nd class offices were abolished.
- 6 3rd class offices were abolished.
- 1 4th class offices were abolished.
- 4 5th class offices were abolished.

In the General Division, 30 offices were created, and 30 were abolished.

PERSONS TEMPORARILY EMPLOYED OR EMPLOYED OUTSIDE THE PUBLIC SERVICE ACTS (INCLUDING TEACHERS IN THE DEPARTMENT OF PUBLIC INSTRUCTION) ON 31ST DECEMBER, 1917, AND PERSONS SO EMPLOYED FOR AT LEAST 150 DAYS DURING THE YEAR 1917.

Department.	Professional.		Clerical.		General.		Total.	
	Employed on 31.12.1917.	Employed for 150 days.	Employed on 31.12.1917.	Employed for 150 days.	Employed on 31.12.1917.	Employed for 150 days.	Employed on 31.12.1917.	Employed for 150 days.
Chief Secretary	7	8	12	17	168	154	187	179
Treasurer	40	43	444	465	484	508
Public Instruction	377	415	7	5	3	2	387	422
Law	9	10	12	11	21	21
Lands and Survey	19	12	149	151	168	163
Public Works	21	21	5	6	203	208	229	235
Mines	4	3	3	3	74	67	81	73
Public Health	2	1	1	1	29	26	32	28
Agriculture	4	4	6	6	251	224	261	234
State Forests	101	124	101	124
Labour	1	1	1	1
Total	415	452	103	104	1,434	1,432	1,952	1,988

The following statement shows the increase or decrease in the number temporarily employed on 31st December, 1917, as compared with the number employed on 31st December, 1916, in the several Departments, viz.:-

Department.	Professional.	Clerical.	General.
Chief Secretary	Decrease 2	Decrease 8	Increase 15
Treasurer	...	Decrease 34	Decrease 20
Public Instruction	Increase 5	Increase 3	Increase 1
Law	...	Increase 1	Increase 3
Lands and Survey	Decrease 1	Increase 7	Decrease 9
Public Works	Decrease 4	Decrease 1	Increase 6
Mines	Increase 1	...	Increase 13
Public Health	Decrease 1
Agriculture	Decrease 1	Decrease 10	Increase 42
State Forests	Decrease 28
Labour

SUMMARY.

Department.	Increase.	Decrease.
Chief Secretary	5	...
Treasurer	...	54
Public Instruction	9	...
Law	4	...
Lands and Survey	...	3
Public Works	1	...
Mines	14	...
Public Health	...	1
Agriculture	31	...
State Forests	...	28
Labour

There was a decrease in the number of persons so employed on the 31st December, 1917, as compared with the number employed on the 31st December, 1916, of—

2 in the Professional Division;
42 in the Clerical Division; and an increase of
12 in the General Division.

TEMPORARY EMPLOYMENT.

The following summary exhibits the number of temporary appointments (including Teachers in the Department of Public Instruction) made in the Professional, Clerical, and General Divisions respectively during the year 1917:—

Department.	Number of Appointments.			
	Professional.	Clerical.	General.	Total.
Chief Secretary	1	4	26	31
Treasurer	6	41	47
Public Instruction	130	3	...	133
Law	4	8	12
Lands and Survey	8	13	21
Public Works	2	..	9	11
Mines	1	1	1	3
Public Health	1	1
Agriculture	3	5	8
Total	134	29	104	267

The number of temporary appointments made during the year 1917 was less than the number for the year 1916 by 290.

PERMANENT OFFICERS.

The following tables show the number and distribution of permanent officers in the Public Service, and the yearly salaries payable on 31st December, 1917 (exclusive of officers with Australian Imperial Force or on military duty in the Defence Department, and State School teachers):—

Department.	Division.								Total.	
	First.		Professional.		Clerical.		General.		No.	Salaries.
	No.	Salaries.	No.	Salaries.	No.	Salaries.	No.	Salaries.		
Chief Secretary	1	£ 1,000	54	£ 22,873	190	£ 49,991	1,190	£ 156,760	1,435	£ 230,624
Treasurer	1	1,000	3	1,280	185	43,928	213	39,228	402	85,436
Public Instruction... ..	1	1,000	322	90,709	54	13,370	22	3,888	399	108,967
Law	1	900	67	30,870	212	63,678	48	6,156	328	101,604
Lands and Survey	1	900	47	15,868	158	39,228	105	15,816	311	71,812
Public Works	1	900	70	21,490	32	8,964	170	28,194	273	59,548
Mines	1	900	30	9,308	21	5,678	11	2,040	63	17,924
Public Health	10	3,686	10	2,940	14	2,868	34	9,494
Agriculture	1	900	28	10,072	34	7,428	62	12,252	125	30,652
State Forests	5	2,216	7	1,776	60	11,448	72	15,440
Labour	1	800	20	3,900	37	8,280	58	12,980
Totals	9	£8,300	636	£208,372	923	£240,879	1,932	£286,930	3,500	£744,481*
Average Salary for each Division	£922		£327		£260		£148		£212	
Number of Officers in each Division = % of Grand Total	25		18.17		26.38		55.20		100 %	
Salaries in each Division = % of Grand Total...	1.11		27.99		32.36		38.54		100 %	

* Included in this amount is the sum of £9 710 which represents the annual salaries of 38 officers whose services were lent to the State War Council, the Wheat Commission, the Defence Department, &c.

It will be seen that —

- (a) the total amount paid in annual salaries to officers of the Permanent Service during the year 1917 was £714,481.
- (b) there were nine officers in the First Division, whose salaries aggregated £8,300, giving an average of £922 to each officer;
- (c) there were 636 officers in the Professional Division; salaries, £208,372, or an average of £327 each;
- (d) there were 923 officers in the Clerical Division; salaries, £240,879, or an average of £260 each; and
- (e) in the General Division there were 1,932 officers; salaries, £286,930, or an average of £148 each.

This table also shows that the number of officers permanently employed on the 31st December last was 3,500. Of this number there were—

In the First Division, 9 officers, or 25 per cent. of the total, whose salaries amounted to 1.11 per cent. of the whole;

In the Professional Division, 636 officers, being 18.17 per cent. of the total, with salaries representing 27.99 per cent. of the whole;

In the Clerical Division, 923 officers, being 26.38 per cent. of the total, whose salaries represented 32.36 per cent. of the whole; and

In the General Division, 1,932 officers, or 55.20 per cent. of the total, with salaries which amounted to 38.54 per cent. of the whole.

OFFICERS WITH AUSTRALIAN IMPERIAL FORCE, ETC.

The following summary shows the number of officers in each Department (exclusive of State School teachers) who were on duty with the Australian Imperial Force, &c., on the 31st December, 1917, together with the amount of their yearly salaries:—

Department.	Division.						Total.	
	Professional.		Clerical.		General.		No.	Salaries.
	No.	Salaries.	No.	Salaries.	No.	Salaries.		
		£		£		£		£
Chief Secretary ...	3	1,200	74	3,552	89	11,820	116	16,572
Treasurer	41	5,256	8	1,278	49	6,534
Public Instruction ...	30	7,596	13	1,680	6	888	49	10,164
Law ...	13	2,052	43	6,732	17	1,704	73	10,488
Lands and Survey ...	4	1,044	43	5,736	16	2,100	63	8,880
Public Works ...	6	2,016	10	1,344	19	2,556	35	5,916
Mines ...	6	1,908	2	228	1	156	9	2,292
Public Health ...	1	144	3	384	4	576	8	1,104
Agriculture ...	2	912	10	1,488	4	732	16	3,132
State Forests	2	324	2	324
Labour	7	840	1	252	8	1,092
Total ...	65	£16,872	193	£27,564	165	£22,062	428	£66,498

The officers of the Professional and Clerical Divisions (exclusive of those officers with Australian Imperial Force, &c.) were classed as follow :—

Professional Division.

Department.	Class.									Total.
	A	B	C	D	E	F	G	H	I	
Chief Secretary ...	10	1	1	7	6	12	2	9	6	54
Treasurer ...	1	2	...	3
Public Instruction ...	1	3	15	18	20	40	62	60	103	322
Law ...	9	20	...	1	2	8	20	6	1	67
Lands and Survey ...	1	...	1	2	5	14	13	7	1	47
Public Works ...	2	...	3	5	1	8	23	24	6	70
Mines	1	1	1	...	8	12	4	3	30
Public Health	1	...	1	2	...	3	3	...	10
Agriculture ...	1	1	2	1	4	7	5	7	...	28
State Forests ...	1	2	2	5
Labour
Total ...	26	27	23	34	45	99	140	122	120	636

Clerical Division.

Department.	First Class.	Second Class.	Third Class.	Fourth Class.	Fifth Class.	Total.
Chief Secretary ...	7	13	26	51	93	190
Treasurer...	5	5	28	51	96	185
Public Instruction ...	1	2	5	15	31	54
Law ...	1	8	39	94	70	212
Lands and Survey ...	2	3	26	52	75	158
Public Works	1	6	11	14	32
Mines	1	2	10	8	21
Public Health	1	1	4	4	19
Agriculture	2	3	8	21	34
State Forests	1	3	3	7
Labour	1	2	3	14	20
Total ...	16	37	139	302	429	923

STATEMENT showing number of permanent officers employed in the larger Branches on 31st December, 1917, viz.:—GOVERNMENT PRINTING OFFICE, LUNACY, PENAL AND GAOLS, PORTS AND HARBORS.

Branch.	Division.						Total.	
	Professional.		Clerical.		General.		No.	Salaries.
	No.	Salaries.	No.	Salaries.	No.	Salaries.		
Government Printing Office ...	1	£ 800	11	£ 2,856	202	£ 38,088	214	£ 41,744
Lunacy ...	11	8,816	25	7,016	800	110,040	929	125,872
Penal and Gaols ...	1	324	5	1,803	100	32,290	106	34,417
Ports and Harbors ...	11	3,576	8	2,012	121	20,352	143	25,940
Total ...	30	£13,516	49	£13,687	1,403	£200,770	1,482	£227,973

The foregoing statement shows that of the 3,500 permanent officers of the Service there were employed in the—

Government Printing Office,

214, whose salaries amounted to £41,744, or 5·60 per cent. of the whole ;

Lunacy,

929, whose salaries amounted to £125,872, or 16·90 per cent. of the whole ;

Penal and Gaols,

196, whose salaries amounted to £34,417, or 4·62 per cent. of the whole ;

Ports and Harbors,

143, whose salaries amounted to £25,940, or 3·48 per cent. of the whole.

It should, however, be pointed out that, in regard to the Lunacy Branch, deductions were made from the Regulation salaries of officers for quarters and other allowances.

NUMBER OF OFFICERS IN THE SERVICE FROM 1903 TO 1917.

The following table shows the total number of permanent officers in the Service on the last day in each year after 1902. It does not include employees in the Railway or the Police Departments, or State school teachers, nor does it include officers of Parliament :—

Department.	On 31st December—														
	1903.	1904.	1905.	1906.	1907.	1908.	1909.	1910.	1911.	1912.	1913.	1914.	1915.	1916.	1917.
Chief Secretary ...	1,092	1,011	973	938	1,232	1,272	1,333	1,357	1,435	1,481	1,555	1,633	1,638	1,551	1,551
Treasurer ...	257	253	241	238	238	236	261	258	298	300	411	429	427	436	451
Public Instruction ...	136	130	129	106	112	146	168	167	212	167	357	397	406	452	448
Law ...	302	302	298	291	298	302	308	332	356	382	406	428	413	420	401
Lands and Survey ...	235	226	226	236	242	267	279	288	296	323	365	379	389	387	374
Public Works ...	188	186	188	187	193	201	210	213	214	213	342	364	339	320	308
Mines ...	94	93	122	100	100	72	72	63	60	60	72	66	79	75	72
Public Health ...	30	28	27	24	25	26	30	29	37	36	45	45	43	43	42
Agriculture ...	68	69	41	46	50	58	60	69	82	84	131	137	140	141	141
State Forests	30	30	28	29	28	87	84	79	80	74
Labour	69	66
Totals	2,402	2,298	2,245	2,166	2,520	2,610	2,751	2,804	3,019	3,074	3,771	3,962	3,953*	3,974†	3,928‡

* Of this number 327 were with Australian Imperial Force or on military duty, &c.

† " " 451 " " " " " " " " " " " "

‡ " " 428 " " " " " " " " " " " "

PUBLIC SERVICE, 31ST DECEMBER, 1917.

Table giving details as to the number of permanent and temporary officers and amounts paid in salaries by each Department during the year 1917 :—

Department.	Permanent Staff on the 31st December, 1917.		Temporary Staff employed for various periods during 1917.	
	Number.	Amount of Salaries.	Number.	Amount of Salaries.
Chief Secretary ..	1,435	£ 230,624	376	22,975
Treasurer ..	102	85,436	571	26,578
Public Instruction ..	399	108,967	12	1,027
Law ..	328	101,694	30	1,647
Lands and Survey ..	311	71,812	500	31,351
Public Works ..	273	59,548	436*	55,804
Mines ..	63	17,924	360	24,020
Public Health ..	34	9,494	84	2,221
Agriculture ..	125	30,652	678	43,253
State Forests ..	72	15,440	579	29,685
Labour ..	58	12,980	1	156
Totals ..	3,500	£744,481	3,627	£238,717

Total number of officers (permanent and temporary) ... 7,127

Total amount of salaries paid ... £983,198

* The number of persons temporarily employed in this Department as artisans and labourers on Public Works—in respect of which a total amount of £4,442 is included in the larger amount was paid in wages—cannot be stated.

The above statement is exclusive of those officers on the permanent staff who on the 31st December, 1917, were on duty with Australian Imperial Force, &c., to the number of 428, whose annual salaries represent a total of £66,498 ; as these officers have been granted leave without pay whilst they are engaged on such duty, the total amount of their annual salaries has been saved.

The following tables are a comparison between the years 1916 and 1917 of the whole number and salaries of permanent and temporary officers—excluding State school teachers—employed during those years :—

<i>Permanent Officers.</i>			Number.	Amount of Salaries.
Permanent officers for the year 1916	3,523	£745,461
Permanent officers for the year 1917	3,500	£744,482
Decrease for the year 1917			23	£981

<i>Temporary Officers.</i>			Number.	Amount of Salaries.
Temporary officers for the year 1916	3,757	£215,352
Temporary officers for the year 1917	3,627	£238,717
Decrease			130	Increase, £23,365

The total decrease in the permanent and temporary staffs (exclusive of State school teachers) for the year 1917, as compared with the year 1916, was 153 employees.

In connexion with the temporary staff employed for various periods during 1917 there was—in the Department of Chief Secretary—an increase of £1,164 in the amount expended in salaries as compared with the year 1916, whereas the number employed was 37 less. This is accounted for by the following reasons, viz., the retention for longer periods during 1917 of temporary employees, owing to members of the permanent staff being absent with the Australian Imperial Force; the stoppage of permanent appointments to the male staff of the Lunacy Branch during the war so as to preserve the rights of those entitled to appointment who have enlisted; the increase in the rates of pay of temporary Asylum attendants; and the appointment of additional temporary Medical Officers in the Hospitals for the Insane.

In the Department of Public Works there was an increase of £2,009 in the amount paid, and a reduction of 113 in the number employed is shown. The explanation furnished by the Department is that the discrepancy between the number employed during 1916 and 1917 is due to an alteration in the method of arriving at the number of casual hands employed under general exemption at the Shipyard, Williamstown. The number for 1916 was arrived at by counting each individual employed during the year, no matter how short his period of service may have been, while for the year 1917 the daily average number employed was taken. If the latter method were adopted in computing the number employed during 1916 the number set out would have been less by 105.

In the Department of Mines there was an increase of 237 in the number employed, and of £13,918 in the amount paid in salaries for 1917, as compared with the year 1916. The increase is mainly accounted for by the establishment of the Great Morwell Brown Coal Mine and experimental treatment of brown coal, which accounted for 205 men and £12,000 in wages. The number of casual employees on drills and batteries have been increased and the wages of the former were raised by one shilling a day.

The increase in the number employed in the Department of Agriculture was 115, with a corresponding increase in salaries of £7,114. Two more Dairy Supervisors were employed during 1917 than during 1916, but a lower amount was paid in wages as some of the higher paid men enlisted and lower-paid men took their places; there were three more labourers employed at Wyuna, but a lower amount paid in wages, owing to the fact that in 1917 several men left after a few weeks' work; two more men were employed at Burnley, but a lower amount paid in wages, as two or three changes were made in Assistants to the Egg-laying Competition until a returned soldier, recommended for the position, was well enough to take charge; one Veterinary Inspector employed during 1917 was absent on military duty in 1916; two Field Officers were in a like position; the position of Farm Manager at Rutherglen was vacant during 1916, but filled in 1917; two Field Officers who were taking the places of men on active service were employed for only part of 1916 as against the whole of 1917; some Border Inspectors were engaged at the close of 1916, but employed during the whole of 1917; it was found necessary to employ an additional Fruit Inspector at Cobram; two positions of Potato Inspector,

vacant during part of 1916 owing to enlistments, were filled during 1917; there were more men engaged at the Cool Store, Victoria Dock, owing to increase in business—a profit being made last year on the undertaking; at Rutherglen a fairly large number of men were employed during 1916, but in most cases for short periods on account of lesser output of phylloxera resistant vines arising from drought conditions in previous years, whereas in 1917 many were kept on continuously, being required to cope with increased demand for such vines; at Werribee the cultivation of an additional 1,000 acres was undertaken, and extra men were engaged for short periods only—milkers and harvest hands being frequently replaced; there was an increase in labour at the Citrus Nursery resulting from the increased age of the nursery; owing to the large beet crop handled at Maffra it was found necessary to employ an additional 26 men, the crop represented 15,159 tons for the year 1917 as against 4,928 for 1916; in the Produce Division an extra clerk was employed and three others who had been on for part of 1916 were employed for a greater period during 1917; in the Farm Produce Division temporary men replaced permanent officers on sick leave; and in some instances temporary appointments were made to fill the places of permanent officers who had enlisted, whilst in others increases in pay were granted to men who had been employed for lengthy periods.

OFFICERS REPORTED FOR BREACHES OF ACT OR REGULATIONS.

During the year 1917, 12 cases were dealt with, the results being as under :—

Not proved	4
Reduced	6
Allowed to resign	1
Services dispensed with	1
						12

For minor offences, not dealt with by the Commissioner, Permanent Heads of Departments and Officers authorized found it necessary, during 1917, to exercise the power conferred upon them by inflicting fines, &c., in 19 cases (exclusive of Lunacy Branch).

G. C. MORRISON.

Dated at Melbourne, this 24th day of June, 1918